

DEPARTMENT OF THE ARMY
Headquarters, 170th Infantry Brigade Combat Team
Smith Barracks, Germany
APO, AE 09034

Bayonet Standards

**Soldier Standards
Standard Operating Procedures**

By Order of the Brigade Commander:

PATRICK E. MATLOCK
COL, IN
Commanding

Official:

MICHAEL A. GRINSTON
CSM, USA
Brigade Command Sergeant Major

Summary. This SOP provides guidance on the Bayonet Standards.

Applicability. This SOP applies to all 170th Infantry Brigade units and personnel who are assigned and or attached.

Proponent and exception authority. The proponent of this SOP is the Brigade Command Sergeant Major. The proponent has the authority to approve exceptions to this SOP that are consistent with Army regulations.

Army management control process. This SOP does not contain management control provisions.

Supplementation. Supplementation of this SOP is prohibited without prior approval from Headquarters, 170th Infantry Brigade, ATTN: AEBH-CO, APO AE. 09034.

Interim Changes. Interim changes to this SOP are not official unless they are authenticated by the 170th Infantry Brigade Commander.

Suggested Improvements. The proponent agency for this SOP is the S3-OPS, 170th Infantry Brigade. Users are invited to send comments on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Commander 170th Infantry Brigade, WJUTAA, ATTN: AEBH-OP, APO AE 09034.

Distribution. All

This SOP supersedes all previous 170th Infantry Brigade Soldier Standards SOP.

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REPLY TO

DEPARTMENT OF THE ARMY
Headquarters, 170th Infantry Brigade Combat Team
Smith Barracks, Germany
APO, AE 09034



AEBH-CM

4 August 2010

MEMORANDUM FOR RECORD

SUBJECT: CSM Philosophy

1. The purpose of this memorandum is to outline some basic Soldier standards and to highlight some items that I feel are important for all great units. The standards are for all Soldiers within our organization-Soldiers, NCOs and Officers. Certain sections of this memorandum will speak more to one certain population but for all of us to have one common goal, success in combat; we must understand each other's duties. If one part of our organization believes that they are above the regulations and standards that we have set for ourselves then the organization will fail. When great teams fight as teams rather than as individuals, they will be successful.

"Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results." By Andrew Carnegie

2. As leaders we must find areas that we believe are important to us. It is almost impossible to focus in on everything that the Army directs us to do. Below are the areas that I believe need special attention and the areas that leaders need to emphasize on a daily basis.
- a. **Training:** Training is the most important thing we do as a military. Everything that we do should revolve around training for combat. Training should be tough, challenging both mentally and physically. Leaders should be active members of training. Leaders at all levels should attend and certify their trainers prior to conducting a training event. Each training event will be rehearsed. Just as each mission should have a task, purpose and a method; all training should have task, conditions, and standards. The standard should be challenging but achievable. Training that lacks these qualities usually wastes time. Wasting time is wasting the second most valuable resource that we have which is time. Soldiers are obviously our most valuable resource.
 - b. **Time Management:** The war on terrorism has greatly decreased our time at home station. Leaders have to balance the delicacies of having to prepare their Soldiers for combat and the time that Soldiers spend with their Families and resetting their lives after deployments. If one of these aspects is over proportionate, we lose Soldiers and Families. Smart leaders will find ways to do their jobs more efficiently and use all their time wisely. The old proverb of "all work and no play makes Jack a dull boy and Jill a rich widow" still holds true.
 - c. **Physical Fitness:** Physical fitness obviously is a form of training and should be treated as a training event. War places a great premium upon the strength, stamina, agility, and coordination of the Soldier because victory and his life are so often dependent upon them. To march long distances with full pack, weapons, and ammunition through rugged country and to fight effectively upon arriving at the area of combat; to make assaults and to run and crawl for long distances, to jump into and out of fox holes, craters, and trenches, and over obstacles; to lift and carry heavy objects; to keep going for many hours without sleep or rest – all these activities of warfare and many others require superbly conditioned troops. PT should incorporate a variety of tasks that replicate some of the strenuous physical conditions necessary for combat. Leaders must be present during PT sessions and be active participants. Leaders should also strive to score 270 or above on the APFT. PT will start at 0630 and end NET 0730 with everyone present.
 - d. **Discipline:** The first impression of a unit is the most important. You can never go back and change those first thoughts. You can change the way they think about something, but most people will say "when I first met you I thought..." Make sure the first impression of our unit is of the highest caliber. Two ways to accomplish this task is through military bearing and military discipline.
 - i. **Military Bearing:** On a daily basis, you will be clean-shaven. Your uniform, boots, equipment and haircut will be that of the highest standards. There is nothing more frustrating for Soldiers is to have a leader that does not look like a Soldier. You will set the example with respect to your superiors as you expect from your men.
 - ii. **Military Courtesy:** The essence of Military courtesy is mutual respect. All Soldiers will be treated with dignity and consideration. You will have the sharpest salute. You will address and refer to your leaders with the absolute professionalism. You will stand at attention when addressing or being addressed by an officer. You will stand at parade rest for NCOs senior to you.
 - e. **Taking Care of Soldiers:** Another way of giving a great first impression is taking care of Soldiers. Taking care of Soldiers means that they are properly integrated into the unit. It means giving a Soldier a sponsor prior to their arrival or at the latest the first day he or she arrives. Taking care of Soldiers may be ensuring that the Soldier works late because he has not met the standard on a particular task. NCOs must also take care of the Soldier's Families, here or in the states. Keep your Family members and your Soldier's Families informed at all times. Get to know your Soldier's Families. It will make you a better leader. If the Family is happy, the Soldier is happy. Taking care of Soldiers also means that when a Soldier has a serious issue you address that issue.
 - f. **Pride:** Take pride in the unit, right now it is the only one you have. Know the unit's history and take every opportunity to highlight the accomplishments of the Soldiers within our organizations. What makes a special unit special is the attitude. Everyone wants to be a part of something unique and great.
 - g. **Administrative Duties:** As multiple deployments grow I believe the small unit leadership in Garrison has diminished. Especially in the areas of administrative duties. Below is a list of very simple administrative duties that are critical for all units in garrison or in combat. These are also the items that I believe the pinnacle of taking care of Soldiers.
 - i. Counseling must be conducted in writing for all Soldiers and NCOs.
 - ii. No Soldier will leave our unit without an award if it is warranted, if he or she does not deserve an award that leader should personally tell that Soldier why.
 - iii. There are rarely good excuses for late awards or NCOERs. Late awards and NCOERs will not be tolerated.
 - iv. Soldiers not only deserve our best in combat but also in garrison. A poor administrative skill leads to poor leadership.
 - v. If a tasking or school is outside your organization you should have oversight on that issue. The individuals that you impart from your organization represent you and your unit.
 - h. **Integrity:** Integrity is a valuable part of every organization. A unit that fosters other than honest behavior is one that is destined for failure. Mistakes will happen, admitting mistakes take a greater man than one that attempts to hide the truth, and it usually makes things worse.

- i. **Open Door:** If there is a problem that you cannot handle do not hesitate to pick up the phone or come see me. I like face to face or at least a phone call on serious issues rather than an email.
3. What you can expect from me:
 - a. Lead by example.
 - b. Support the BDE Commanders intent and the BDE mission to my utmost ability.
 - c. Enforce the standards at all levels.
 - d. Manage ISGs and mentor Battalion CSM and Battalion Commanders.
 - e. Liaise between HRC and units.
 - f. Manage the Brigades personnel to best fit the mission provided.
4. As the Brigade CSM, I want this to be the best unit in the Army. A unit that is capable of surviving and winning on the battlefield. One that is always prepared to accomplish any mission given to it. One person cannot achieve this alone it will take the entire team working together to accomplish this task.

MICHAEL A. GRINSTON
CSM, USA
Brigade Command Sergeant Major

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Army Values

Loyalty: Bear true faith and allegiance to the United States Constitution, the Army, your unit and your fellow Soldiers.

- 1) Loyalty to the Constitution is not only your support and defense of the nation against all enemies, foreign and domestic, but also your readiness and willingness to fight for the American ideals of freedom and justice.
- 2) Loyalty to the Army requires your support of the military and civilian chain of command.
- 3) Loyalty to the Unit and Fellow Soldiers is the obligation between those who lead and the led, and the shared commitment among Soldiers for one another.

Duty: Fulfill your obligations.

- 1) Duty is a legal or moral obligation to do what should be done without being told to do it.
- 2) Duty means accomplishing all assigned tasks to the fullest of your ability.
- 3) Duty requires willingness to accept full responsibility for your actions and for your Soldiers' performance.

Respect: Treat people as they should be treated; be up front with your Soldiers and tell it like it is and give them the dignity and respect they deserve.

Selfless-service: Put the welfare of the Nation, the Army, the unit and your subordinates before your own.

Honor: Live up to all the Army values; honor them through your courage, candor, commitment and competence you display every day.

Integrity: Do what's right, legally and morally; it means being honest and upright, avoiding deception, and living the values you suggest for your subordinates.

Personal Courage: Face fear, danger or adversity (physical or moral).

- 1) Physical courage is overcoming fears of bodily harm and doing your duty.
- 2) Moral courage is the courage to stand firm on your values, your moral principles and your convictions.

Soldiers Creed

I am an American Soldier.

I am a Warrior and a member of a Team. I serve the people of the United States and live the Army Values.

I will always place the mission first.

I will never accept defeat.

I will never quit.

I will never leave a fallen comrade.

I am disciplined, physically and mentally tough, trained and proficient in my warrior tasks and drills. I always maintain my arms, my equipment and myself.

I am an expert and I am a professional.

I stand ready to deploy, engage, and destroy the enemies of the United States of America in close combat.

I am a guardian of freedom and the American way of life.

I am an American Soldier.

Creed of the Noncommissioned Officer

No one is more professional than I. I am a Noncommissioned Officer, a leader of Soldiers. As a Noncommissioned Officer, I realize that I am a member of a time-honored corps, which is known as "The Backbone of the Army." I am proud of the Corps of Noncommissioned Officers and will, at all times, conduct myself so as to bring credit upon the Corps, the Military Service and my country, regardless of the situation in which I find myself. I will not use my grade or my position to attain pleasure, profit or personal safety.

Competence is my watchword. My two basic responsibilities will always be uppermost in my mind: Accomplishment of my mission and the welfare of my Soldiers. I will strive to remain tactically and technically proficient. I am aware of my role as a Noncommissioned Officer. I will fulfill my responsibilities inherent in that role. All Soldiers are entitled to outstanding leadership; I will provide that leadership. I know my Soldiers and will always place their needs above my own. I will communicate consistently with my Soldiers and never leave them uninformed. I will be fair and impartial when recommending both awards and punishment.

Officers of my unit will have maximum time to accomplish their duties; they will not have to accomplish mine. I will earn their respect and confidence as well as that of my Soldiers. I will be loyal to those with whom I serve: Seniors, peers and subordinates alike. I will exercise initiative by taking appropriate action in the absence of orders. I will not compromise my integrity or my moral courage. I will not forget, nor will I allow my comrades to forget, that we are professionals, Non-commissioned Officers, leaders!

Code of Conduct

Code of Conduct for Members of the Armed Forces of the United States

- 1) "I am an American fighting Soldier. I serve in the forces which guard my country and our way of life in their defense."
- 2) "I will never surrender of my own free will. If in command, I will never surrender my Soldiers while they still have the means to resist."
- 3) "If I am captured, I will continue to resist by all means available. I will make every effort to escape and aid others to escape. I will accept neither parole nor special favors from the enemy."
- 4) "If I become a prisoner of war, I will keep faith with my fellow prisoners. I will give no information or take part in any action, which might be harmful to my comrades. If I am senior, I will take command. If not, I will obey the lawful orders of those appointed over me and will back them up in every way."
- 5) "When questioned, should I become a prisoner of war, I am required to give name, rank, service number and date of birth. I will evade answering further questions to the utmost of my ability. I will make no oral or written statements disloyal to my country and its allies or harmful to their cause."
- 6) "I will never forget that I am an American fighting Soldier, responsible for my actions and dedicated to the principles which made my country free. I will trust in my God and in the United States of America."

General Orders

- 1) I will guard everything within the limits of my post and quit my post only when properly relieved.
- 2) I will obey my special orders and perform all my duties in a military manner.
- 3) I will report violations of my special orders, emergencies and anything not covered in my instructions to the commander of the relief.

The Army Song

First to Fight for the Right,
And to Build the Nation's Might,
And the Army goes Rolling Along.

Proud of all we have done,
Fighting 'till the Battle's Won,
And the Army goes Rolling Along.

Then it's HI! HI! HEY!

The Army's on its way.

Count off the Cadence Loud and Strong!

For Where're we Go,

You will always know that

The Army goes Rolling Along.

Bayonet Brigade Soldier's are expected to stand and sing the Army Song when played during all ceremonies.

UNIT HISTORY

World War I:

The 170th Infantry Brigade was first activated August 25, 1917 at Camp Custer, Michigan as one of two Brigades of the 85th Infantry Division, National Army consisting of the 339th and 340th Infantry Regiments. After a year of training the division left the U.S. for England. When the American Expeditionary Force North Russia was formed to be sent to Arkhangelsk, Russia, the 339th Infantry Regiment provided the Infantry component, with support units also taken from the 85th Division sent along as well. While there, the 339th saw combat against the Bolsheviks. The 340th Infantry Regiment and the remainder of the 85th Infantry Division were stationed in Lorraine, on the Western Front in France as a depot Division and therefore did not participate in any combat operations. The 170th then de-organized at Camp Custer, Michigan, 24 April 1919.

Interwar:

The Brigade, along with its parent unit the 85th Infantry Division, was reconstituted as of the Organized Reserves on 24 June 1921. However, when the 85th Infantry Division was reactivated on 15 May 1942, it was as a triangular division with direct control of the 337th, 338th, and 339th Infantry Regiments. The Brigade was again de-organized.

24th Infantry Division:

With the reestablishment of Brigades in the TOE of divisions in the 1960s following the short-lived experiment with pentomic organization, the 2nd Brigade, 24th Infantry Division was in 1963 assigned the heritage of the 170th Infantry Brigade. The 24th Division was deactivated in 1970, and then reactivated from 1975 to 1996. When the 24th was reactivated again in 1999 it was as a headquarters unit only with separate National Guard Brigades attached and no organic Brigades of its own.

Grow the Army plan:

The 170th Infantry Brigade (Mechanized) (Separate) of the United States Army was reestablished 15 July 2009 at U.S. Army Garrison Baumholder in Germany as part of the Grow the Army plan. The 170th Infantry Brigade was formed by reflagging the 2nd Brigade, 1st Armored Division. The Soldiers and equipment remained in place, but the 2nd Brigade flag was transferred to Ft. Bliss, Texas, joining other elements of the 1st Armored Division. The 170th Infantry Brigade is organized as an Army of Excellence (AOE) Mechanized Infantry Brigade, and not as a modular Brigade. The 170th however is still planning to return to the United States in 2012 or 2013; upon return, it will convert to a modular Heavy Brigade Combat Team, subordinate to the 1st Armored Division.

170TH INFANTRY BRIGADE



SHOULDER SLEEVE INSIGNIA



DISTINCTIVE UNIT INSIGNIA

Shoulder Sleeve Insignia Description: A rectangle arched at the top and bottom 3 inches (7.32 cm) in height and 2 inches (5.08 cm) in width overall divided per bend sinister Celeste (Bluebird) and Azure (Flag Blue), a scarpe Buff, overall a Black bayonet point up outlined Golden Yellow, in chief an arc of three mullets of the last; all with a Golden Yellow 1/8 inch (.32 cm) border.

Symbolism: The light and dark blues reflect the colors of the U.S. Infantry, past and present. The tan diagonal line represents the Defense of Saudi Arabia and Liberation and Defense of Kuwait, the unit's most recent campaigns. Gold is emblematic of excellence and signifies the Infantry Brigade's supporting combat arm, Armor. The three stars are for World War I, World War II, and Southwest Asia Campaigns and commemorate the participation credits the Brigade was awarded in these **Theaters of Operation:** The upright bayonet symbolizes the combat mission of the 170th Infantry Brigade and its status of being a forward deployed unit.

Distinctive Unit Insignia Description: A Gold color metal and enamel device 1 1/8 inches (2.86 cm) in height overall consisting of a Gold eight pointed star bearing a shield blazoned as follows: Celeste, between a polar bear rampant Proper and a Roman gate Or, a scarpe Gules fabricated of the second." The shield is superimposed by a Black bayonet point up and encircled by a Dark Blue annulet inscribed with "STRENGTH HONOR DISCIPLINE" around the top and on either side of the bayonet's grip which surmounts the annulet are three stars all Gold.

Symbolism: The eight pointed star, used widely in the Arabic states, signifies the Brigade's campaign in Southwest Asia. The light and dark blues highlight the Infantry heritage. Gold is emblematic of excellence and high ideals. The annulet alludes to fidelity and stability. The bayonet with the shield highlights the combat mission of the Brigade and its status of being a forward deployed unit. The six stars on the annulet commemorate the number of campaigns the unit has participated in. The polar bear also commemorates the unit's service in World War I, the Polar Bear Expedition, in Northern Russian. The stylized Roman gate honors the unit's war service in the World War II Italian campaign and the taking of Rome. The red on the diagonal stripe is for valor and sacrifice of the war fighter.

Sponsorship

IAW USAREUR REG 600-8-8, USAREUR PAM 600-8-8, and USAREUR Command Policy Letter 13, all 170th IBC Soldiers will conduct sponsorship training on the S-Gate Portal, <https://www.updb.hqusareur.army.mil/Portal/Default.asp>. Every incoming Soldier will be assigned a sponsor. This sponsor will be of the same rank or of one higher. It is the sponsor's responsibility to ensure a smooth transition into the unit and get the Soldier and Family integrated as soon as possible. The sponsor will do the following:

Pre-Arrival Duties

- a. Initiate contact with incoming personnel within 24 hours of receiving their information from the S-GATE system.
- b. Send an Army Community Services (ACS) welcome packet for the community.
- c. Inquire what specific needs and concerns the newcomers have. If they don't know, try to determine the need and meet it.
- d. Promptly provide any information requested. Ask for assistance if necessary. Do not ignore requests.
- e. Provide specific unit, mission, duties and in-processing details.
- f. Provide specific installation housing policies and cost of living information.
- g. Sponsor the entire family. Initiate contact between spouses and children, as appropriate.
- h. Provide USAREUR driver's license information.
- i. Tell the newcomers where you will meet them upon arrival.
- j. Arrange temporary lodging and transportation.
- k. Inform the chain of command of any changes in the status of incoming personnel.
- l. Promptly follow-up with the newcomer and all correspondence.

Discuss

- m. - Travel plans, arrival date and number in party
- n. - Confirmation of temporary lodging
- o. - Local currency
- p. - Pet arrangements, as necessary

Arrival and Post-Arrival Duties

- q. Meet the newcomers at the arrival point as planned and escort them to the temporary lodging you have secured for them. Include family members, as appropriate.
- r. Insure the newcomers basic needs are met, including meals, local currency, pet supplies, and family and emergency contact numbers.
- s. Assist with temporary transportation until other means are established.
- t. Escort the newcomer to the in-processing center and all locations listed on the in-processing checklist.
- u. Introduce the newcomer to the immediate chain of command, supervisors and co-workers, and orient them to the unit and mission.
- v. Provide a tour of essential post and community locations including the PX, Commissary, banking facilities, thrift shop, hospital/clinic, schools, clubs and dining facilities. Also familiarize them with the local area.
- w. Introduce family members to the Family Support Group. Unaccompanied personnel should be introduced to the Better Opportunities for Single Soldiers (BOSS) program.
- x. Assist newcomers in obtaining a USAREUR driver's license, and inspection and registration of POV, as necessary.
- y. Take newcomers to ACS for information on the Loan Closet and other available services.
- z. Acquaint newcomers with the local school system and child care facilities, as necessary.

A sponsor is responsible for the incoming Soldier. The sponsor must counsel the Soldier prior to their first weekend in Germany covering the off-limit areas. For up to date listing of off limit areas, use the following web address, https://aepubs.army.mil/ae/public/aepubs_main.asp, AE CIR 190-24. The sponsor will at a minimum conduct a face to face each day the first weekend with the incoming Soldier. The sponsor is encouraged to invite the incoming Soldier to accompany them for the weekend to help make the incoming Soldier feel more welcome and become more familiar with Baumholder and the German economy. The incoming Soldier will not be left alone for their entire first weekend in Germany. This is the first impression that the Soldier will have of the unit. It is a critical time for the Soldier as he/she transitions into the unit. Each Soldier will have different needs and different issues that need to be addressed and taken care of. It is vital that we welcome all of our Soldiers with open arms.

Personal Conduct

General: Whether on or off duty, Bayonet Brigade Soldiers will conduct themselves in such a manner so as not to bring discredit upon themselves, the Bayonet Brigade or the U.S. Army. Undesirable conduct includes, but is not limited to, use of illegal drugs, drunk/reckless driving, drunk or disorderly conduct, offensive language or gestures, and failure to satisfy financial obligations. All Soldiers will enforce these standards and will not allow another Soldier to bring discredit upon the Bayonet Brigade. Respectfully inform Soldiers violating the standards to correct themselves immediately.

If a Bayonet Brigade Soldier is detained by the MP's for any reason only a Platoon Sergeant or above can pick them up.

Off-Post Conduct: When visiting public establishments, Bayonet Brigade Soldiers must be especially courteous and conduct themselves in a manner that does not bring discredit upon themselves or the Army. Since this is an area of special importance in Europe, the best way to ensure acceptable behavior is to obey local laws, dress and behave in accordance with local customs.

- a. Wear appropriate civilian attire. Every establishment will expect customers to wear acceptable clothes such as a shirt, trousers, socks and shoes. Find out ahead of time what clothes are proper and dress accordingly.
- b. Watch the noise level. Always respect the rights of others to have a quiet meal or drink. Entering an establishment yelling and screaming at friends will create resentment.
- c. Limit group size. Many German establishments are small and their largest tables may only seat four to six people. Unless prior arrangements have been made, proprietors may resist pushing several tables together so a large group of friends can all sit together. Large groups also tend to be noisy and may disturb other customers.
- d. Watch your language. The use of profanity is unacceptable anywhere. Bayonet Brigade Soldiers should be aware of their surroundings and be tactful and courteous at all times.
- e. Watch your drinking. Over-consumption of alcohol may result in rowdy and unruly behavior. Remember you are a professional Soldier and your chain of command, the Bayonet Brigade, and the American people expect you to drink and act responsibly. Over consumption is frequently accompanied by physical injury or damage to property and could result in disciplinary action.

Off Post Establishments:

- a) Patrons are not allowed to bring food or alcoholic beverages into an establishment without the specific permission of the owner/manager. If permission is granted, the owner/manager is entitled to levy a surcharge for each bottle.
- b) Taking any property (i.e., glass, ashtray, beer mug, etc.) out of an establishment without the specific permission of the owner/manager is a crime punishable by the appropriate court.
- c) Open containers of alcohol are prohibited on or off-post except in the immediate housing area of the SM or areas designated for that use (i.e. beer garden). Unit functions when the use of alcohol is permitted.
- d) Patrons will not use CD players, record players, radios or music boxes without the permission of the owner/manager.
- e) The owner/manager will not serve patrons food or beverage after the start of the closing hour.
- f) The owner/manager has the right to request patrons to leave if they fail to order food or drink.
- g) Gambling is prohibited in most establishments.
- h) Off limit establishments, located at:
https://aepubs.army.mil/ae/public/aepubs_main.asp, AE Cir 190-24.

Public Use of Alcohol:

- a. Bayonet Brigade Soldiers will not operate or travel in a POV with open containers of alcohol.
- b. **BAYONET BRIGADE SOLDIERS DO NOT DRINK AND DRIVE!** Know and use the designated driver rule. Groups of Soldiers will designate a driver who will not drink. Use public transportation such as taxis and buses.
- c. AE REG 190-1 states that individuals operating a POV with blood-alcohol content (BAC) of 0.05 milligrams to 0.079 milligram per 1.0 milliliter of whole blood are considered to be driving while intoxicated (DWI).
- d. AE REG 190-1 states that individuals operating a motor vehicle with a BAC of 0.080 or more milligrams per 1.0 milliliter of whole blood are considered to be DWI and will result in the immediate revocation of driving privileges. Petitions for reinstatement are authorized only after 1 year for DWI offense and after 5 years for secondary offense of DWI.
- e. IAW AR 215-1 the minimum drinking age on a military installation located outside the United States is 18.
- f. **Under German law, Soldiers under the age of 21 will be charged with drunk driving if their BAC is above .00 (there is no tolerance allowed).**
- g. Bayonet Brigade Soldiers will not walk with an open container containing an alcoholic beverage on post and can only drink with an open container in approved off-post areas (i.e. German festivals).

Military Courtesy (Officer)

- a. Courtesy is respect for and consideration of others in the Army. Various forms of courtesy have become customs and traditions. It is important to render these courtesies correctly.
- b. The salute is a military tradition that extends a greeting and exchange of respect among military personnel. Soldiers will salute in garrison and field environments. Saluting and exchanging greetings while in civilian clothes is encouraged when on military installations. Soldiers who recognize an officer or senior officer while in the Army PT uniform will salute and state "Strength, Honor, and Discipline" or unit motto. The officer will respond with "Bayonets" or unit response.
 - 1) Salutes are rendered by enlisted personnel to officers and warrant officers and by junior officers to senior officers. Salute all standards and flags for senior officers displayed on military vehicles.
 - 2) Military customs encourage the exchange of an oral greeting between Soldiers when they salute. There is no such thing as a silent salute. Saying your unit motto or "Strength, Honor, and Discipline, Sir/ Ma'am" is an appropriate salutation for all Bayonet Brigade Soldiers. Officers will return the salute and state "Bayonets". The spirit in which greetings are exchanged is more important than the words. Great Soldiers in great units execute basic military courtesies always.
 - 3) Saluting distance is recognition distance. If an individual is coming your way, wait until you are about six steps apart and then render the salute. If he/she is at a distance and turning away, the proper saluting distance is "recognition" distance. When you recognize an officer in a vehicle you should salute. The operator of a vehicle or bicycle is not required to salute.
 - 4) The following rules apply in most situations you are likely to encounter:
 - a) Unit Headquarters, Orderly Rooms, Supply Rooms, Day Rooms and Squad Rooms. The first Soldier to see an officer who is senior in rank to the officer present should call the room to "Attention" using the appropriate two-part command (i.e. Company, Attention; Group, Attention, etc.). The senior Soldier present in the area should report to the visiting officer who will normally command "Carry On". In smaller rooms containing one or two enlisted Soldiers, the Soldiers will rise and stand at attention when an officer enters the room. When an officer enters, the senior Soldier comes forward and says the unit motto or "Strength, Honor, and Discipline," followed by "sir/ma'am," as appropriate. The Officer responds with "Bayonets".
 - b) When a Commander enters or leaves his place of duty (the Headquarters/Company buildings) for the day the Staff Duty NCO/CQ will bring the Brigade/Battalion/Company to "Attention".
 - c) Classrooms. If an officer enters a classroom in which instruction is being given, an assistant instructor should report to the officer. Should the inspecting officer wish to speak to the class, the assistant instructor will notify the primary instructor. The class should not be disrupted by an inspecting officer's visit.

- d) Work Areas. When an officer enters, personnel who are working do not come to attention unless the officer speaks to them. Unless involved in the transaction of routine business between individuals at work, an enlisted Soldier or junior officer should stop working and come to attention when addressed by a senior officer.
- e) Dining Facilities. The first Soldier to see a Field-Grade officer or Command Sergeants Major senior to those routinely present in the dining facility should call "At Ease" so the officer's presence is known and necessary action can be taken. Soldiers should fall silent but continue to work or eat. The dining facility shift supervisor should report to the officer. Normally the visiting officer will command "Carry On" or "Continue to Work". Enlisted personnel addressed by the officer should stop eating and rise unless the officer directs otherwise. Officers are expected to rise if addressed by an officer senior to them. As the senior officer departs the dining facility "At Ease" will be called to announce the senior officer's departure.
- f) Conferences and Briefings. Upon arrival of a commander or other senior officer at briefings or conferences to be held with his subordinates the senior Soldier present announces "Gentlemen" or "Ladies and Gentlemen", the division/brigade/battalion/company commander". At that time, everyone present will come to the position of attention until directed to be seated. At the end of the meeting and as the commander begins to leave, all personnel rise or, if necessary, the next senior Soldier calls "Attention". Those present salute and say, "Bayonets", or battalion motto.
- g) During Conversation. When spoken to by a senior officer, all Soldiers, officers and enlisted, should come to the position of attention and face the senior officer. Normally, the senior officer will direct "At Ease" or "Carry On". At other times, such as during the conduct of routine business or informal conversation, a junior officer or enlisted Soldier should face the superior officer and be "At Ease". When walking with a senior officer, a junior officer or enlisted Soldier will walk to the senior's left and one step behind.
- h) In Formation. When an officer approaches Soldiers in formation, the Soldier in charge calls "Attention" and renders a salute for the entire group. When an officer senior in rank approaches a group of Soldiers who are not in formation the first person to see him calls "Attention" and everyone in the group faces the officer and renders a salute with the appropriate greeting. Soldiers working as part of a detail or participating in some other group activity, such as athletics, do not salute.
- i) Outside the PX, Post Theater and Other Congested Areas. All Soldiers, officers and enlisted, will render the proper salute unless the act would be impractical (i.e., arms full of items), in which case, proper verbal greetings should be exchanged.
- j) Soldiers encountering an officer senior to them with his or her arms full will continue to render the salute. The officer should respond with the appropriate greeting, even though his/her arms are full and he/she is unable to salute.

Military Courtesy (NCO)

- a. Unit Headquarters, Orderly Rooms, Supply Rooms, Day Rooms and Squad Rooms. The first Soldier to see the NCO senior to the NCO present at the unit (i.e. 1SG, SGM, CSM...) enter the room where no officers are present should call "At Ease". The senior Soldier present in the area should report to the visiting NCO who will normally command "Carry On". In smaller rooms containing one or two enlisted Soldiers, the Soldiers should rise and stand at ease when the NCO enters the room. When the NCO enters, the senior Soldier comes forward and says "Bayonets" or unit motto.
- b. Work Areas. When the NCO enters, personnel who are working do not come to at-ease unless the NCO speaks to them. Unless involved in the transaction of routine business between individuals at work, an enlisted Soldier should stop working and come to parade rest when addressed by the NCO.
- c. When the CSM/1SG enters or leaves his place of duty (the Headquarters/ Company buildings) for the day Soldiers will sound off with "At-Ease".
- d. When an enlisted Soldier is speaking to a Noncommissioned Officer, the Soldier stands at parade rest unless otherwise directed by the NCO.
- e. A subordinate will stand when spoken to by someone senior in rank, unless the senior directs otherwise.
- f. When walking with a senior Soldier, the junior Soldier walks to the senior's left side and one pace behind. **When a Soldier or formation pass a CSM the proper greeting of the day or Battalion/Brigade motto should be given (i.e. "Strength, Honor, and Discipline" Sergeant Major).**

Military Courtesy

General:

- a. When outdoors, Bayonet Brigade Soldiers will render the hand salute or present arms when passing or being passed by uncased National Colors. The salute will be rendered when the Bayonet Brigade Soldier is six steps away from the Colors. When indoors, stand at attention until uncased Colors have passed six steps by. In civilian attire, pay honors to the Colors by placing hand over heart (or headgear over your heart, if worn) until uncased Colors have passed six steps.
- b. Military photographers covering ceremonies will render the appropriate courtesy during the playing of the National Anthem.
- c. Bayonet Brigade Soldiers will stand at attention during the playing of the National Anthem indoors (i.e., in theaters and gymnasiums).
- d. Bayonet Brigade Soldiers always show proper respect for the National Colors. These procedures should be studied to the point that courtesy is shown automatically. Bayonet Brigade Soldiers will show proper respect for NATO partners, especially our host nation, by providing the same honor for their flags and national anthems.
- e. Bayonet Brigade Soldiers will stand at attention and sing the "Army Song" whenever it is played.

- f. "Reveille": When outside in military uniform (duty, Class A, physical fitness, etc.) and not in formation, come to the position of Attention face the flag or music and render a salute on the first note. Remain at Present Arms until the last note is played. In civilian clothes, stand at Attention and place your right hand over your heart (or headgear over your heart, if worn) until the last note is played.
- g. "Retreat" and "To the Colors": When outside, in uniform and not in formation face towards the flag or music and assume the position of Attention on the first note of "Retreat". Remain at attention and render a hand salute on the first note of "To the Colors". Remain at present arms until the last note is played. In civilian clothes, stand at Attention on the first note of "Retreat". On the first note of "To The Colors" place your right hand over your heart (or headgear over your heart, if worn) until the last note is played
- h. National Anthem: When outside, in uniform and not in formation, face toward the flag or music and assume the position of Attention and render a hand salute on the first note of the music. Remain at present arms until the last note is played. In civilian clothes, stand at Attention and place your right hand over your heart (or headgear over your heart, if worn) until the last note is played.
- i. When any of the ceremonial songs above are played/heard, all vehicles in the area will stop; the occupants dismount the vehicle and render the proper courtesy. Civilians are expected to place their right hands over their hearts.

Wear of Civilian Jewelry

- a. IAW 670-1, a wristwatch, a wrist identification bracelet, including a conservative-style MIA/POW identification bracelet (only one item on wrist) and not more than two rings (a wedding set is considered one ring) may be worn when in uniform. Jewelry must be conservative and in good taste. An engagement/wedding ring set is considered one ring.
- b. IAW 670-1, a conservative tie tack or tie clasp may be worn with the black four-in-hand necktie.
- c. IAW AR 670-1 Soldiers will not attach, affix or display objects, articles, jewelry or ornamentation to or through the skin while in uniform or when wearing civilian clothing on duty or in civilian clothes off duty on any military installation or other places under military control. **In detail, Male Soldiers are not authorized to wear earrings or any other objects in or on the ear while in uniform, when wearing civilian clothing on duty or at any time while on any military Fort, base or kaserne. Body piercings are also not authorized for any Soldier while in uniform, when wearing civilian clothing on or off duty or at any time while on any military Fort, base or kaserne.** Exceptions are earrings for females as outlined in AR 670-1 and hearing aids. The term "skin" is not confined to external skin, but includes the tongue, lips, inside the mouth, and other surfaces of the body not readily visible.
- d. Fad devices, to include vogue medallions, personal talismans or amulets (as well as body-piercing jewelry, navel, tongue or nose piercing whether worn seen or unseen) will not be worn when in uniform, on duty in civilian attire or on a military installation while in civilian attire.

Tattoos (IAW ALARACT Message 017-2006)

- a. Any tattoo or brand anywhere on the head of face is prohibited except for permanent make-up. Tattoos that are not extremist, indecent, sexist or racist are allowed on the hands and neck.
- b. Tattoos or brands that are extremist, indecent, sexist, or racist are prohibited, regardless of location on the body, as they are prejudicial to good order and discipline within units.
 - 1) Extremist tattoos or brands are those affiliated with, depicting, or symbolizing extremist philosophies, organizations, or activities. Extremist philosophies, organizations, and activities are those which advocate racial, gender or ethnic hatred or intolerance; advocate, create, or engage in illegal discrimination based on race, color, gender, ethnicity, religion, or national origin; or advocate violence or other unlawful means of depriving individual rights under the U.S. Constitution, Federal, or State law.
 - 2) Indecent tattoos or brands are those that are grossly offensive to modesty, decency, or propriety; shock the moral sense because of their vulgar, filthy, or disgusting nature or tendency to incite lustful thought; or tend reasonably to corrupt morals or incite libidinous thoughts.
 - 3) Sexist tattoos or brands are those that advocate a philosophy that degrades or demeans a person based on gender, but that may not meet the same definition of "indecent."
 - 4) Racist tattoos or brands are those that advocate a philosophy that degrades or demeans a person based on race, ethnicity, or national origin.

Haircuts, Mustaches and Hairstyles

- a. Bayonet Brigade Soldiers are expected to abide by Army hair and fingernail standards and grooming policies IAW AR 670-1. The hair on top of the head will be neatly groomed. The length and bulk of the hair will not present a ragged, unkempt, or extreme appearance or be excessive. If using dyes, tints or bleaches on hair, use colors that are natural to human hair and do not present an extreme appearance. Do not cut lines or designs into hair or scalp.
 - 1) Soldiers will keep hair neatly groomed. Hair will present a tapered appearance and when combed will not touch the ears, eyebrows or collar except for the closely cut hair at the back of the neck. Hair will not be visible on the forehead when wearing military headgear. The length and bulk of the hair will not be excessive or present a ragged, unkempt or extreme appearance. Hairstyles will not interfere with the proper wearing of military headgear or protective masks.
 - 2) Soldiers will keep sideburns neatly trimmed. The base of the sideburns will not flare at the bottom. Sideburns will be in a clean-shaven horizontal line. Sideburns will not extend below the lowest part of the exterior ear opening.
 - 3) Soldiers will keep mustaches neatly trimmed, tapered and tidy. No portion of the mustache will cover the upper lip line or extend sideways beyond a vertical line drawn upward from the corner of the mouth.

- 4) **Male Soldiers will be clean-shaven on or off duty to include non duty days.** If an appropriate medical authority prescribes beard growth, they will specify the length required for medical treatment on the Soldier's profile. Soldiers with shaving profiles will carry a copy of the profile on their person at all times.
- 5) Wigs or hairpieces may only be worn to cover natural baldness or physical disfiguration caused by an accident or medical procedure. When worn, wigs or hairpiece will be of natural hair color and the style and length conform to appearance standards.
- 6) Hair holding ornaments (such as, but not limited to, barrettes, pins, clips or bands), if used, must be unadorned and plain. Soldiers will use ornaments that are transparent or similar in color to their hair. These ornaments will be inconspicuously placed. Beads or similar ornamental items are not authorized.

Wear of Military Clothing with Civilian Attire

- a. Bayonet Brigade Soldiers may wear the all-weather coat, black pullover sweater, black windbreaker, Gortex jacket, foliage green fleece jacket, and green micro fleece cap with civilian clothing after all military insignia has been removed. The IPFU may also be worn with civilian clothing. No other military clothing may be worn with civilian attire.
- b. Where of the IPFU or parts of the IPFU are not allowed in any facilities (i.e. PX, commissary, food court, theater, etc.) on post except for the shoppette immediately after PT to allow soldiers to fuel their vehicle or purchase an item.

Wear of Civilian Clothing On-Post and Off-Post

- a. As a representative of the United States of America and the Bayonet Brigade Soldiers outward appearance and choice of civilian attire are a most obvious and tangible display of personal attitudes and feelings about one's self, the military community, and the host nation. Bayonet Brigade Soldiers should strive to consciously portray self-respect and common courtesy by dressing in accordance with generally accepted rules of good taste.
- b. Bayonet Brigade Soldiers should wear civilian attire appropriate for the occasion
 - 1) Clothing not designed, as outer garments (i.e., undershirts) will not be worn in public except while engaged in sporting events or while working close to quarters or billets areas.
 - 2) Bare feet, exposed hair curlers and revealing clothing is inappropriate for on-post and off-post facilities (i.e., commissary, restaurants, PX and clubs).
- c. Bayonet Brigade Soldiers will dress with pride and will not wear clothing with slogans or signs that are obscene, intentionally inflammatory, glamorize the use of drugs or alcohol or are demeaning to any person or group of people. **Civilian employees and Family members are identified with the U.S. Army and, as such, their dress also reflects on the prestige of the United States and the 170th IBCT. Accordingly, civilian employees and Family members are expected to adhere to the above provisions.**

Health and Physical Fitness

- a. All Bayonet Brigade Soldiers are expected to maintain themselves in sound physical condition, regardless of age. All Bayonet Brigade Soldiers will strive to achieve maximum points on the APFT. The Bayonet Brigade Goal is for each company to average 250 points on the APFT with no failures (80 points minimum in each event). In addition, all Soldiers should be able to execute 8 pull-ups (palms out), 15 dips and a 4 mile formation run in 34 minutes or less.
- b. The Physical Fitness Program for pregnant Soldiers is designed to maintain a level of fitness without causing injury to the Soldier or the fetus. Upon confirmation of pregnancy, Soldiers will obtain a "Positive Pregnancy" profile from the Obstetrics Clinic. Unit commanders will enroll pregnant Soldiers in the BDE special PT program which is sponsored by HHC BDE. Pregnant Soldiers will wear the PFU or IPFU until the uniform becomes too small or uncomfortable. Pregnant Soldiers are authorized to wear the T-shirt outside the trunks. At no time will commanders require pregnant Soldiers to purchase a larger PFU or IPFU in order to accommodate the pregnancy. When the uniform becomes too small or uncomfortable, pregnant Soldiers may wear equivalent civilian workout clothes. Post partum Soldiers will resume wearing the PFU or IPFU; will not wear civilian attire.
- c. There is not one set uniform that Soldiers have to wear while road marching. Soldiers do have to be in an approved military uniform. If you wear ACU's to conduct your road march you must have on head gear (i.e. ACH). If you wear the ACH you must have on approved military eye protection. Road marching in the APFT uniform is authorized but approved military boots are required.
- d. Units will not conduct a formation on a road at any time.
- e. Soldiers will only wear calf-length or ankle-length, plain white socks with no logos, per AR 670-1 while conducting Physical Fitness.



f. Physical Training Hours in the Bayonet Brigade.

- 1) Units will conduct physical fitness training five times a week.
- 2) Monday-Friday, 0630 - 0730 or UTC.

g. Monday PT times will be 0630-0730 to allow time for command maintenance.

h. Units can conduct unit sporting events from 0730-0830, but not before 0730 daily

i. Good health and physical conditioning includes maintaining proper weight and body fat standards. Unit leaders will enforce the Army's height, weight and body fat standards. Commanders will ensure overweight Soldiers are on an effective weight control program IAW AR 600-9.

j. Unit leaders will ensure all newly assigned Bayonet Brigade Soldiers meet height, weight and body fat requirements as part of initial in processing into the unit. Commanders will take appropriate action to enroll overweight Soldiers in the overweight program.

k. IAW AR 600-63 smoking and other use of tobacco products are prohibited in all DA occupied workplaces, except in designated areas. Smoking and other use of tobacco products is prohibited in all military vehicles and military aircraft.

l. Smoking and other use of tobacco products is permitted in troop billets. Commanders will ensure smoking preferences are considered when assigning rooms in troop billets.

m. Bayonet Brigade Soldiers will not walk and smoke tobacco products.

Use of Drugs

a. The Army's policy on illegal drugs is ZERO TOLERANCE.

b. Bayonet Brigade Soldiers do not use illegal drugs. Bayonet Brigade Soldiers are forbidden from using illegal drugs at anytime. This includes time spent on leave or pass while visiting other countries.

c. Soldiers who use drugs will be caught. Soldiers caught using illegal drugs could ruin their military career, receive non-judicial punishment under the Uniform Code of Military Justice or court martial, be discharged early from the military with a loss of all benefits, be sentenced to prison, create financial strains on family, or all of the above. The cost of using illegal drugs is not worth the impact on your life. Stay drug free.

Audio Devices

a. Loud playing of audio devices in public places, on and off post, is a crime. German police have the authority to confiscate such devices when they are played in public areas. IAW AE REG 190-1, Audio devices in Personally Owned Vehicles (POV) will not be heard more than ten feet from the vehicle with the windows up.

b. Loud playing of radios, stereos, MP3 players or similar devices in the housing areas, billets, on or off post is a violation of USAREUR policy. Commanders have the authority to confiscate such devices when they are played in such a manner that they disturb other Soldiers or citizens. Remember: Do not share your music with others.

- c. Use of earphones/headphones while walking or running outside on post while on or off duty is prohibited. Earphones/headphones are authorized while conducting individual physical training while indoors or outdoors, as long as you is walking/running in a closed environment (i.e., gym or running the track at Minick Field). This includes the use of IPODS, Walkman, MP3 players or similar devices.
- d. Audio, Cell phones, or other electronic devices will not be utilized while walking in any type of military uniform. This also includes the use of Bluetooth or similar hands-free devices that are worn on the ears, head and or attached to the uniform. Audio devices will not be worn/displayed while in transit to a closed environment for physical training (i.e., the arm, wrist, or waist, etc.).

Relationships between Soldiers of Different Ranks

- a. Professional relationships between Soldiers are encouraged. Relationships between Soldiers of different ranks that involve or give the appearance of partiality or preferential treatment or result in improper personal gain are prohibited. AR 600-250 and the Joint Ethics Regulation govern financial transactions between superiors and subordinates.

EO/Sexual Harassment

- a. IAW AR 600-20, All Soldiers have the right to be treated fairly without regard to their age, sex, race, religion, national origin, or ethnic background. This includes not being sexually harassed. A Soldier or civilian employee engages in sexual harassment when - through behavior of a sexual nature - attempts to control, influence or affect the career, pay or job of a Soldier or civilian employee; or makes deliberate and/or repeated verbal comments or gestures of a sexual nature that are offensive to the person to whom addressed; or makes abusive physical contact of a sexual nature. Some points to consider:
 - 1) Sexual harassment is punishable under the UCMJ and local civilian law.
 - 2) Anybody can do it; anyone can be a victim.
 - 3) It can happen anywhere, not just in the workplace.
 - 4) Don't keep asking a person for a date after you are told no.
 - 5) Don't use obscene or dirty language, gestures in cadence calls.
 - 6) Treat people the way you want to be treated.
 - 7) If you think it's wrong, it probably is.

SEXUAL ASSAULT

- a. There is zero tolerance for sexual assault in the Army. Sexual assault is an actual or attempted sexual touching without consent and it is a criminal offense punishable under UCMJ, Federal and local civilian law. Sexual Assault is incompatible with Army values, the Warrior ethos, Army standards of professionalism and standards of discipline. Types of sexual assaults include the following:
 - 1) rape
 - 2) assault with intent to commit rape or non-consensual sodomy
 - 3) forcible sodomy
 - 4) indecent assault
 - 5) intentional sexual contact, characterized by the use of force, abuse of authority, or victim does not or cannot consent
- b. Sexual assault is a growing problem and is not limited to just females or Soldiers. It includes males, females, family members, civilians. NO MEANS NO. There is information on sexual assault posted on bulletin boards in every barracks building in the Brigade and information on what to do if you feel like you are a victim. If you feel like you are a victim, or are aware of a sexual assault, you should immediately (within 24 hours.) report all incidences to your unit Sexual Assault Response Coordinator (SARC), unit victim advocate (UVA), unit Chaplain, health care provider, or chain of command.

Uniform Standards

- a. All leaders are responsible for training and enforcing uniform and appearance standards IAW AR 670-1 and the Bayonet standards.
- b. Formations: All Soldiers will be in the same uniforms for all formations. Units will not conduct a formation on a road at any time.
- c. While in Garrison, field environment, or deployed Soldiers equipment must be ACU pattern or foliage green. No mixing of different color patterns is authorized.
- d. The IR flap on the ACU will be tucked under the pocket flap when wearing any type of badges (i.e. left shoulder: Ranger Tab, Sapper Tab, SF Tab,) or flag (i.e. right shoulder: U.S. colored flag or IR U.S. flag). When no badge or flag is worn on a pocket flap the IR flap will be worn over the IR patch to cover it.
- e. When wearing the field uniform no badges will be worn on the left chest of the Soldier (i.e. Airborne, Air Assault, Path Finder, etc.)
- f. The foliage green t-shirt is a standard 100 percent cotton green t-shirt and is authorized for wear by those Soldiers in jobs that have an associated flame risk or hazard. Those Soldiers authorized wear are outlined in CTA 50-900, table 4. The foliage green t-shirt is required to support those individuals in armor and aviation fields that cannot wear the sand moisture-wicking t-shirt, to include fuel handlers and others who handle hazardous materials. This immediately allows leaders at all levels the ability to visually ensure their Soldiers are wearing the correct garment during required times.

- g. Any clothing or equipment item a Soldier had issued for a deployment zone only may be worn when conducting combat scenario training, but may not be worn in the Garrison environment.
- h. The Extended Cold Weather Clothing System Generation III (ECWCS GEN III) is being filtered into the military clothing system depending on the location you are stationed. This uniform is meant to be worn in several different ways and is authorized for wear as long as it is worn IAW TM 10-8415-236-10. The majority of the Soldiers receiving this uniform are personnel coming to Germany from a CONUS assignment.

Garrison Uniform:

- i. Soldiers will adhere to the following uniform standards when performing duties in a garrison environment. The garrison uniform is also the minimum uniform requirement while deployed and living/operating within a forward operating base (FOB) or combat outpost (COP).
 - 1) Individual: ACU trousers with web belt, blouse with nametape, U. S. Army tape, rank, unit shoulder sleeve insignia (SSI) (left shoulder), U. S. flag (color embroidered only) (right shoulder), and SSI - Former Wartime Service (FWTS - combat unit insignia) (right shoulder), ID tags, ID card, notepad and pen, Combat boots.
 - 2) Headgear: When in a garrison environment, either in the battalion area or other installation facilities, Soldiers will normally wear the beret with distinctive unit insignia or rank insignia for officers. Soldiers will not wear berets with camouflage face paint. The foliage green micro fleece cap is authorized to wear with ACU's when temperatures are 55 degrees and below or when directed by your Chain of Command.
- j. When in a garrison environment and performing details, conducting individual training or conducting maintenance in the unit motor pool, Soldiers may wear the patrol cap with nametape and rank insignia, no cat eyes are authorized on the patrol cap. The patrol cap is not authorized for wear in the garrison environment while in ACU unless you are in a motor pool or have direct guidance from your Chain of Command. Soldiers will not wear the patrol cap in any installation facility outside of the battalion area. Examples of these include; the (AAFES PX, the commissary, the barber shop, the food court, and the health/dental clinic etc). You may wear the patrol cap in the shoppette provided you are coming from a work detail. There will be no cat eyes or luminous tape attached to the patrol cap.
- k. When deployed and living/operating in a FOB or COP, Soldiers will wear the patrol cap or "boonie" floppy cap.

Personal Protective Equipment (PPE):

- l. When deployed and living/operating in a FOB or COP, unit chains of command may additionally direct Soldiers to wear select items of PPE (IBA, ACH, eye wear) based on threat of enemy attacks.

Mission Uniform:

- m. Soldiers will adhere to the following uniform standards when conducting combat missions, combat patrols and all training exercises.

- 1) Individual: ACU trousers with web belt, blouse with nametape, U. S. Army tape, rank, unit SSI (left shoulder), U. S. flag (color embroidered / IR flag is for deployment only) (right shoulder), and SSI-FWTS (combat unit insignia) (right shoulder). All vehicle crew members (driver, TC/BC, gunner) will wear fire resistant nomex suits in lieu of ACUs when available. ID tags, ID card, notepad and pen, Combat boots. Ear plugs worn at all times (yellow side out for training, green for combat/live fire). Nomex gloves worn at all times to prevent flash burn injuries. Knee pads worn at all times except for tank crew's, Elbow pads or FOAM inserts are optional.
- 2) Headgear: Tracked vehicle crew members will wear the CVC. All other Soldiers will wear the Advanced Combat Helmet (ACH) properly secured. Standards for configuration of the ACH are as follows:
 - a) Night vision device (NVD) 'rhino' mounting bracket permanently attached to the front of the ACH.
 - b) Sun, wind and dust (SWD) goggles worn on the ACH with the goggle strap placed underneath the ACH camouflage band (only worn if needed for a mission).
 - c) No 550 cord be used to tie down the ACH camouflage band.
 - d) The ACH camouflage band and SWD goggle strap will be secured at the 5 o'clock and 7 o'clock positions with the eyewear retention straps.



- e) Soldiers last name annotated on the right hand side of the ACH camouflage band; Soldiers blood type (e.g. O POS, A NEG) annotated on the left hand side of the ACH camouflage band. Annotations made using either permanent black marker or embroidered tape.



- f) Soldiers battle roster annotated in permanent marker on a 2" strip of tape placed inside the ACH in between where the pads are seated. Battle roster number: 1st letter is the first initial of Soldiers First name, 2nd letter is the first initial of Soldiers last name, 3rd-6th characters are last four digits of soldiers Social Security Number.
 - g) During night operations, IR tape uncovered on top, rear, left and right side of ACH cover.
- 3) Fighting Load: The Soldiers fighting load consists of his body armor, ammunition basic load, camelback hydration system full of water, first aid kit, weapon, NVDs, and other mission essential equipment required to close with and destroy the enemy. Soldiers will wear their fighting load according to the following standards:
- a) Improved Outer Tactical Vest (IOTV or IBA) complete with front, and rear and side enhanced-SAPI plates, collar insert, throat protector, groin protector and nametape and rank on front flap. Soldiers wear side-SAPI plates when issued in combat theater.
 - b) All gunners wear DAPS (deltoid /arm protectors) when available, except track vehicle gunners.
 - c) Camelback/canteens will be worn or firmly secured to the Soldier's IOTV/IBA with excess straps secured or stowed; camelback drinking hose routed over the non-firing shoulder so as not to interfere with firing of the weapon. Soldiers may use either canteens and or the camelback carrying two (2) quarts of water.
 - d) Soldiers may wear their fighting load pouches attached directly to their IOTV/IBA or as part of a load bearing vest (LBV) or other rack system. Placement and configuration of pouches is at Soldier discretion, but configuration should ensure easy access to the IOTV "quick release", ammunition, and grenades and the Improved First Aid Kit (IFAK). Configuration and placement of pouches should not interfere with Soldier tactical movement.
 - e) Soldiers will secure their IFAK on the IOTV/IBA or rack system in a position that is easily accessible by both hands.



- f) Rifleman will carry a minimum of seven 30 round magazines. Magazines will have a 2"- 3" loop made with type III, nylon, gutted. Loop will be attached to the bottom to allow expended magazines to be secured on a D ring so the Soldier is able to return the magazine to an ammunition pouch or place in a magazine "drop pouch". Loop should be large enough to allow placement on a D-ring with relative ease. Magazines will be stored in pouch as follows: full, bullets down w/ loop up for quick "no look" reloading; empty, open end up.
- g) Pistoliers will carry a minimum of two magazines.
- h) Grenadiers will wear a 40mm grenade vest (LBE) or MOLLE grenade pouches to carry 40mm grenades. Grenadiers will not carry loose grenades in their cargo pocket.

- i) M249 gunners will carry SAW or other ammunition pouches able to carry 400 rounds of ammunition. Pouches should be attached to the Soldier's non-firing side to allow assistance by a battle buddy in reloading ammunition.
 - j) Soldiers will carry hand grenades in LBE ammunition pouches or MOLLE grenade pouches w/ spoon toward pouch (LBE) or spoon toward body (MOLLE). To prevent premature employment of the hand grenade, Soldiers will not attach any type of 'safety line' to a pull ring nor carry loose grenades in cargo pockets.
 - k) Improved First Aid Kit (IFAK)) worn in a position where the Soldier may access it by either hand to perform self aid.
 - l) All Soldiers will mount and use a day optic (M68 CCO / M145 MGO / ACOG / MARS / EOTEC sights) and a night aiming laser (PAQ4C / PEQ2) on all individual weapons and crew served machineguns. Priority of fill is: M240B, M249, dismount element leaders and then dismount element Soldiers, mounted crew members.
 - m) All Soldiers will use NVDs and will wear a multi-purpose pouch to store their NVD when not in use.
 - n) Team leaders and above will carry a weapon cleaning kit to include a cleaning rod to assist in clearing weapon stoppages.
 - o) Squad leaders and above will carry a 12" x 12" VS17 panel and an IR marking device to facilitate day and night marking and recognition of friendly force positions by other ground elements and/or rotary wing aircraft.
 - p) Squad leaders and above will carry the following navigation aids: Map or imagery with MGRS; Compass; GPS device when available.
 - q) Platoon leaders will carry: IR designators (ground commander's pointer) to facilitate control of direct fires; Map or Imagery with MGRS; Compass; GPS device when available.
- 4) Approach March Load. The Soldiers approach march load consists of additional ammunition, water, supplies, clothing and other equipment necessary to conduct a mission but not immediately required to close with and destroy the enemy. Soldiers carry their approach march load in their Rucksack or assault pack that can be dropped and left behind during an enemy engagement. Soldiers will configure their approach march load according to the following standards:
- a) Field and assault pack packing list is mission dependent. At a minimum, the Ruck sack outer left pocket will have a poncho and a zip lock bag with one pair of socks and foot powder, the outer right pocket (as worn) will have a wet weather parka

- b) Field pack marked as follows: Soldier nametape sewn onto the top flap above the Velcro opening; two wraps of colored tape on the top of the frame to the left of the vertical handle as worn.



- c) Soldier last name annotated on 3x5 card and cut to size for emplacement inside identification holder on inner portion of rucksack frame (vicinity of inner frame) as worn.
- d) Assault pack marked as follows: Soldier nametape sewn onto the top flap or back panel; two wraps of colored tape centered on the top carrying handle.



- 5) Equipment Security. Soldiers will secure their weapons, NVDs and other sensitive items as follows:
- a) Individual weapon secured to the Soldier with an over the shoulder strap, three point sling, shoulder clip or D-ring to allow for hands free securing of weapon while climbing obstacles, securing EPWs, or conducting CASEVAC.
- b) Pistols secured by issue lanyard, non standard commercial lanyard or by 550 cord lanyard. Soldiers will carry pistols in an approved LBE/MOLLE/ leg holster; Soldiers will not carry pistols in a cargo or hip pocket.
- c) M68 CCO / M145 MGO / ACOG / MARS / EOTECH sights. All sighting devices will be secured with Type III Nylon with a non slip securing knot then attached to the Soldier's weapon as not to interfere with the operation of the weapon and allow for quick removal for maintenance of the optics. Units are authorized to use lacing wire to affix optics to weapons

- d) AN/PAQ-4 / AN/PEQ-2. All lasers will be secured with Type III Nylon with a non slip securing knot then attached to the Soldier's weapon as not to interfere with the operation of the weapon and allow for quick removal for maintenance of the laser. Unit is authorized to use lacing wire to affix optics to weapons.
- e) NVDs stored in multi-purpose pouch and secured to the Soldier using Type III, Nylon cord. The Type III Nylon cord should be long enough to allow ease of movement.
- 6) Weapon Handling.
- a) During training exercises and when in a deployed environment, Soldiers carry their assigned weapon with them at all times.
- b) Soldiers carry their weapon at the ready position, weapon in AMBER status, muzzle pointed in a safe direction. Riflemen grasp the pistol grip with their firing hand, placing their firing hand thumb on the selector lever and their firing hand index finger across the trigger well. When conducting marksmanship training, Soldiers will not carry their weapon in an 'up and down range' manner.
- c) Soldiers load, unload and clear their weapon IAW the applicable technical manual - without modification or addition. Leaders are responsible for supervising and checking their Soldiers. Leaders will not use cleaning rods to 'rod' weapons off of ranges.

WEAPON	GREEN	AMBER	RED
M9	Weapon CLEARED and ON SAFE; NO magazine.	Magazine IN NO round chambered Weapon ON SAFE.	Magazine IN Round CHAMBERED Weapon ON SAFE.
M16/M4	Weapon CLEARED and ON SAFE; NO magazine.	Magazine IN NO round chambered Weapon ON SAFE.	Magazine IN Round CHAMBERED Weapon ON SAFE.
M203	Weapon CLEARED and ON SAFE; Rounds CARRIED.	Magazine IN NO round chambered Rounds READY.	Round CHAMBERED Weapon ON SAFE.
M240B/M249	Weapon CLEARED and ON SAFE; Ammo CARRIED.	NO HALFCHARGING OR HALFCOCKING AUTHORIZED	Weapon CHARGED Bolt in OPEN position Rounds across feed tray Weapon ON SAFE.
M2	Weapon CLEARED and ON SAFE; Ammo STOWED.	Weapon ON SAFE Bolt FORWARD Rounds across feed tray NO round IN chamber.	Weapon CHARGED Round CHAMBERED Weapon ON SAFE.

3-4 Infantry



Distinctive Unit Insignia.

Description: A gold color rectangular metal and enamel device 1 1/8 inches (2.86cm) in height and 1 inch (2.54cm) in width, consisting of a scarlet background on which is centered horizontally a green stripe 3/8 inch (.95cm) in width.

Symbolism: Subsequent to the Mexican War and until the blue uniform was abolished, the Band of the Fourth Infantry was authorized to wear a scarlet piping on the chevrons and trousers stripes in commemoration of the Regiment's distinguished service in the battle of Monterey in turning a captured battery of artillery against the enemy. The scarlet perpetuates this distinguished service of an element of the Regiment. Green is the predominating color of the coat of arms of the Regiment; it also symbolizes the service of the Fourth Infantry in the Mexican War.

Background: The **metal and enamel** distinctive unit insignia was originally approved on 21 Dec 1987. It was amended on 14 Sep 1989 to revise the description and clarify the symbolism.

2-18 Infantry



Distinctive Unit Insignia.

Description: A silver metal and enamel device 1 1/4 inches (3.18cm) in height overall consisting of a shield blazoned: Azure, a saltire Argent, between in chief two arrows in saltire of the second armed and flighted Or, in fess the insignia of the 8th Army Corps in the Spanish War Proper and a bolo of the second hilted of the third, on a chief indented of the second a bend Gules between two fleurs-de-lis of the field. Attached below the shield a blue scroll inscribed IN OMNIA PARATUS in silver letters.

Symbolism: Civil War service is shown by the saltire cross from the Confederate flag. The crossed arrows represent the regiment's Indian campaigns; the old 8th Corps badge recalls service in the Spanish War and the bolo stand for operations in the Visayas during the Philippine Insurrection. In World War I the regiment was awarded two French Croix de Guerre with Palm and the French Fourragère for its part in the Soissons offensive of 18 July 1918 and the operations of early October 1918 around Exermont and Hill 240 in the old province of Lorraine. The chief bears the bend of the arms of Lorraine between the fleurs-de-lis of the arms of Sassions.

Background: The distinctive unit insignia was approved on 27 Dec 1923.

1-84 FA



Distinctive Unit Insignia.

Description: A Gold color metal and enamel device 1 1/16 inches (2.70 cm) in height overall consisting of a shield blazoned: Gules, on a saltire Or a winged spur of the first. Attached below the shield a Red scroll inscribed "PERFORMANCE ABOVE ALL" in Gold letters.

Symbolism: The shield is red for Artillery. The saltire is taken from the State flag of Alabama, the birthplace of the Regiment. The winged spur signifies that the unit was mounted.

Background: The distinctive unit insignia was originally approved for the 84th Field Artillery Regiment on 3 December 1936. It was re-designated for the 84th Field Artillery Battalion on 12 November 1940. It was re-designated for the 84th Artillery Regiment on 28 October 1958. The insignia was re-designated effective 1 September 1971, for the 84th Field Artillery Regiment.

4-70 AR



Distinctive Unit Insignia.

Description: A green color metal and enamel device 1-1/8 inches (2.86cm) in height overall, consisting of the shield and motto of the coat of arms.

Symbolism: The Shield is green with five gold spearheads representing a platoon of five tanks entering into combat in a flying wedge formation.

40TH EN



Distinctive Unit Insignia.

Description: A Silver color metal and enamel device 1 1/8 inches (2.86 cm) in height overall, consisting of a shield blazoned: Gules, a chevron enhanced in base a ram's head affronté erased Argent. Attached below the shield a Silver motto scroll inscribed "CONSTRUCTIO ET DESTRUCTIO" in Red letters.

Symbolism: Scarlet and white are colors traditionally associated with the Engineer Corps. The chevron is the same shape as a gable rafter, representing construction, while the ram's head represents destruction. The motto translates to "Construction and Destruction."

Background: The distinctive unit insignia was originally approved for the 348th Engineer Regiment, Organized Reserves on 5 December 1925. It was re-designated for the 348th Engineer Regiment, Regular Army Inactive on 15 August 1942. The insignia was re-designated for the 40th Engineer Battalion, with description and symbolism revised on 5 November 1991.

24TH BSB



Distinctive Unit Insignia. Description: A gold color metal and enamel device 1 inch (2.54 cm) in height overall consisting of a gold taro leaf bearing a blue wheel with thirteen spokes charged on the blue rim with thirteen gold mullets (stars) and centered on the wheel is the winged helmet of Mercury, in purple.

Symbolism: The taro leaf is representative of the Hawaiian Islands and symbolizes the original service of the unit. It is combined with the winged helmet of the old Transportation Corps and the wheel of the Supply Service.

Background: The distinctive unit insignia was originally approved for the Hawaiian Division Train on 24 March 1924. It was reassigned for the 11th Quartermaster Regiment effective 1 April 1936. It was re-designated for the 11th Quartermaster Battalion on 7 March 1942. It was rescinded on 4 September 1958. The insignia was reinstated and re-designated for the 24th Supply and Transport Battalion on 1 April 1963. It was re-designated for the 24th Support Battalion with the description and symbolism revised on 28 July 1987.

Appendix A

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Glossary

Section I

Abbreviations

Abbreviations

ACH

Advanced Combat Helmet

ACU

Army Combat Uniform

ACS

Army Community Service

AE

Army in Europe

ALARACT

All Army Activities

AR

Army Regulation

BAC

Blood Alcohol Content

BDE

Brigade

BOSS

Better Opportunities for Single Soldiers

CIR

Circular

COP

Combat Outpost

CTA

Common Table of Allowances

CQ

Charge of Quarters

DWI

Driving While Intoxicated

ECWCS

Extended Cold Weather Clothing System

FOB

Forward Operating Base

FWTS

Former Wartime Service

IAW

In Accordance With

IBA

Interceptor Body Armor

IBCT

Infantry Brigade Combat Team

IFAK

Improved First Aid Kit

IOTV

Improved Outer Tactical Vest

IPFU

Improved Physical Fitness Uniform

IR

Infrared

LBE
Load Bearing Equipment

MGRS
Military Grid Reference System

MOLLE
Modular Lightweight Load carrying Equipment

MP
Military Police

NATO
North Atlantic Treaty Organization

NVD
Night Vision Device

PAM
Pamphlet

PFU
Physical Fitness Uniform

POV
Personally Owned Vehicle

PPE
Personal Protective Equipment

REG
Regulation

SARC
Sexual Assault Response Coordinator

SM
Service Member

SSI
Shoulder Sleeve Insignia

TM
Technical Manual

UCMJ
Uniform Code of Military Justice

USAREUR
United States Army Europe

UVA
Unit Victim Advocate

Section II

Special Abbreviations and Terms

Abbreviations

S-GATE
Sponsorship Gateway to Europe

Terms

i.e.
That is

IPOD
Brand of portable media player from the corporation, Apple.

MP3
MPEG-1 Audio Layer 3. Is a patented digital audio encoding format using a form of lossy data compression.